

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Underhill Town Hall
Tuesday, August 1, 2017, 6:00 p.m.**

Selectboard: Rick Heh, Kurt Johnson and Pat Sabalis **Town Staff:** Brian Bigelow
Public: Ruth Miller (MMCTV), Drew Vandeth, Don Tobi, Mike Angelino, Alex Angelino, Jordan Jillson, Riley Horsford, John Angelino, Denise Angelino, Peter Mitchell, Jean Crockett, Bruce Crockett, David Clift

6:01 p.m. Call to order, adjustments to agenda. Meeting called to order by Rick Heh. No adjustments to agenda.

6:02 p.m. Public Comment Period. None.

6:03 p.m. Vandeth (NU060) Access Application. Drew Vandeth in attendance to speak to application and after being sworn in spoke with Selectboard and Staff. Application, Zoning and UJFD emails and drawings reviewed.

Rick Heh moved that the Final Application be approved with the standard conditions and;

- The extension to the existing drive to be installed as shown on submitted drawings with width of 14ft and with 35' radii at the intersection of new spur and existing driveway.
- Applicant to inquire with Road Foreman regarding the installation of culverts and options to reduce stormwater from entering the public right-of-way

Kurt Johnson seconded and the motion passed 3-0.

6:08 p.m. Change to agenda. Interested parties for the 6:20 p.m. agenda item are not in attendance. Consensus of the Selectboard is to review warrants, minutes and correspondence at this time.

6:09 p.m. Warrants and Minutes. By consensus the Board reviewed and signed current warrants.

Rick Heh moved to approve the minutes of the July 25, 2017 Regular Meeting of the Selectboard. Kurt Johnson seconded and the motion passed 3-0.

6:12 p.m. Correspondence. Selectboard acknowledge receipt of:

- Andrew Strniste memorandum related to the sequencing of access review and permitting for Gibson (NR048). Staff to forward on to David Demarest who requested the information.
- Abutter notification letters from Andrew Strniste re: Gibson Subdivision revision (NR048) and Tomasi Living Trust subdivision (PV079).
- Town insurer PACIF offers a WorkStrong Wellness Workshop on preventing back injuries. Consensus of Selectboard is for staff to schedule a date for the workshop.

6:19 p.m. Bruce and Jean Crockett (DW011). Bruce and Jean Crockett, the Selectboard, Staff and Tree Warden Don Tobi discussed tree cutting and brush removal that occurred on their property. The Crocketts had not received notification of work before it began and were not offered the opportunity to retain the wood from trees that were cut or provide comment on proposed work. Discussion ensued about work performed in and outside of the right-of-way, state statutes, Downes Road right-of-way, quotes for replacement trees, disposition of wood/chips and future work. Crocketts at a minimum want their privacy restored and to be notified of any future similar work. They will complete any additional clean up and will provide a proposal to the Selectboard. The Chair apologized for the Town for the lack of notice and for the 12 trees cut outside of the Downes Road right-of-way.

Additional input from Denise Angelino and Michael Angelino regarding the work performed and waste product wood chips taken to property jointly owned by Michael and Alex Angelino (DW082).

6:50 p.m. New Business

Harvest Market Traffic Request. Peter Mitchell and David Clift passed out a map and briefed the Board on their letter of July 24, 2017 and several issues:

- Harvest Market is growing and while United Church of Underhill is the anchor organization they have little control over off site expansion.
- The Church has received safety and parking concerns - mostly south of the common. They are looking to promote offsite parking with appropriate signage. A meeting with Vermont State Police, VTTrans and Town officials is scheduled for August 2, 2017.

Rick Heh moved to permit the requests of the Harvest Market Steering Committee: to use the Commons, to close Park Street north of the common, to restrict parking on the north side of Park Street and on the south side from Route 15 to the telephone office on the 23rd and 24th of September. Kurt Johnson seconded and the motion passed 3-0.

7:11 p.m. Old Business.

Compensatory Time. Discussion ensued about the July 31, 2017 Special Meeting attended by most Town employees to include all Road Crew members. The primary discussion of the Special Meeting was the need for a Personnel Policy that is fair for both employees and taxpayers. That discussion primarily hinged on the policy of paying overtime after 40 hours worked or after 40 hours paid. Consensus is that additional analysis was needed and Pat Sabalis will work with Finance Director /HR Manager. Additional discussion will occur after analysis is performed.

Budget Line Adjustment. Selectboard is committed to the concept of identifying specific line items to be reduced to offset overages. In the case of the over budget pickup truck bed, the Selectboard will ask Road Foreman to propose lines that should be considered. The proposal to increase the Town Hall Custodial expenses needs similar consideration.

7:43 p.m. Member Items, Correspondence, Announcements, Schedule. Notice made of the next Regular Selectboard meeting being held on August 15, 2017


Member items brought up for future discussion included: 1) Town Garage generator and insulation/fire protection, and 2) discussion with Road Foreman regarding the status of pending and in progress road projects. Town Administrator to contact Road Foreman and Fire Marshall.

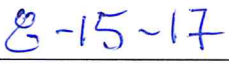
Consensus of Selectboard is to have proposal to locate solar array on Town landfill property be reviewed by Energy Committee prior to scheduling with the Selectboard. Consensus of Selectboard is to not schedule a representative from the Chittenden Unit for Special Investigations to attend the next Selectboard meeting. Selectboard will review information provided and make determination.

8:03 p.m. Adjournment: On a motion made by Rick Heh and seconded by Kurt Johnson the Selectboard unanimously voted to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended


Rick Heh, Chair


Date